Scheduling Summer Forum

September 11, 2019
Fire Marshal

Jim Patton
Fire Marshal / Fire Safety Consultant
Facilities Services

Travis Lafon

Work Coordination Center, Stores, and Preventative Maintenance Manager
General Purpose Classrooms:

- Currently about 140
- Room and furniture maintained by FS (Usually Registrar’s Office notifies FS of broken or missing furniture)
- Cleaned by custodial service provider
Custodial Service Providers:
(See our website for contact info)

• Cornerstone
  (Bexell, Ballard, Gilkey, RW Building, RW Lab)

• ABM
  (All other buildings)
This is a General Purpose classroom and Facilities Services is here to help:

- If the classroom needs chalk, dry erase markers, erasers, has a light out, or needs clean-up, call ABM (custodial) @ 737-2157
- If there are problems with the A/V presentation system or other A/V equipment, use the presentation support phone (tan or black phone) or call Academic Technology Presentation Support @ 737-3806
- If there is damaged furniture, heating problems or other maintenance issues, submit an online work request at the link below or for URGENT issues call Facilities Services @ 737-2969

http://facilities.oregonstate.edu/
How to reach us:

- **Facilities website** – [https://facilities.oregonstate.edu/](https://facilities.oregonstate.edu/)
  - Featured stories, links for custodial, shops directory, online work requests, sign up for shutdown notifications
- **UFIO blog** – Shutdowns and closure info
- **Social Media** – Facebook, Twitter & Instagram
- **UFIO Newsletter** – Sign up here: [http://beav.es/Zsk](http://beav.es/Zsk)
- **Email** – Facilities@oregonstate.edu
- **Phone** – 737-2969
Recent Classroom Upgrades:

• Gilbert 124 & 224 (full remodel)
• Waldo 132 (flooring, paint, dry erase)
  • Wiegand 115 (flooring, paint)
• LINC (56 new glass dry erase boards)
• Wiegand 106 (new dry erase boards)
• Upcoming Cordley & Fairbanks remodel
Facilities by the Numbers:

• **Approx. 200** = Number of buildings FS maintains on campus (over 5 million sq. ft.)

• **8,607** = Work orders created so far in 2019

• **52** = Work orders created per day
How we prioritize work:

• Life/Safety
• ADA/Accessibility
• Research
• Student Experience
• Recruiting/Retention
• Minimize Collateral Damage
• Number of People Affected
• Return on Investment
Total work orders by shop for 2019

Alarms: 364
Building Controls: 475
Carpentry: 1159
Electrical: 1587
Energy Ops: 31
Key Shop: 582
Landscaping: 213
Maintenance: 1336
Painting: 292
Plumbing: 531
Refrigeration: 378
Steam Fitters: 211
WCC/P.M.: 1266
Employees per shop

- Alarms: 2
- Building Controls: 5
- Carpentry: 5
- Electrical: 10
- Energy Ops: 7
- Landscaping: 12
- Lock & Key: 3
- Maintenance: 9
- Painting: 5
- Plumbing: 5
- Refrigeration: 5
- Steam Fitters: 5
- WCC/P.M.: 1
Questions?
Academic Technology
Don De Mello – Associate Director

Our mission is to enrich OSU's academic ecosystem, enable innovative pedagogy and information sharing through effective use of technology, and enhance the student experience.
Academic Technology

- Classroom Technology Services
- Learning Platform Services
- Media Services
- Technology Across the Curriculum
- Technical Services
Classroom Technology Services

**Audio/Visual Support**
Presentation Support call center for audio/visual assistance

**Room Servicing**
Minimum of quarterly servicing and testing. Many learning spaces are serviced weekly
Learning Platform Services (Learn@OregonState)

**Grading and Canvas**
Web-based platform with the learning management system (Canvas) providing the foundation for a suite of tools that instructors may use to post many types of course material, assignments, and manage student grades.

**Top Hat**
Audience Response System; polling an audience.
<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Course Production</strong></td>
<td>Connect with your students with Media Services staff, facilities and equipment through course recordings and distance education</td>
</tr>
<tr>
<td><strong>Student Multimedia Studio</strong></td>
<td>Providing multimedia facilities, equipment and technical support for students producing and presenting academic work</td>
</tr>
<tr>
<td><strong>Faculty Media Center (NEW!)</strong></td>
<td>DIY media studios, consulting and technical support for faculty and staff producing teaching and training materials</td>
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Technology Across the Curriculum

**TAC**
Engaging the OSU teaching and learning community in the uses of educational technology through research, development, and assessment

**Academic Technology Assessment Consulting**
The evolution of the Textbook
Projecting from Mobil Devices
Flipped Classrooms
3D Printing
Intelligent Tutoring Systems
Microlectures
And more
Technical Services

Learning Space and Technical Design
Consultation on Audio/Visual technology in learning spaces, labs, conference rooms and informal learning spaces

Audio/Video Integration
The AV team installs audio and video equipment across OSU campus and event spaces
Matching Pedagogy with Room Attributes

- Physical Attributes of spaces
  - Fixed vs Non-Fixed Seating, Arm Tablets vs Tables & Chairs, Blackboard vs Whiteboard, Carpet vs Hard Floors, etc.
  - R25 Webviewer

- Environmental considerations
  - Windows, Shades, Air Conditioned, Lighting, etc.
  - R25 Webviewer

- Audio/Visual Attributes
  - Single display (Projector or LCD Display) & Dual display classroom spaces
  - Lecture capture
  - Microphone
  - Zoom capable
  - Document Camera
  - Laptop inputs
  - Computer classroom
  - “Scale-Up” classroom (“Active” classroom)
Links
- oregonstate.edu/webviewer
- is.oregonstate.edu
THANK YOU
Summer Forum

Addressing Challenges to Providing Access

Pam Hoene
Disability Access Services
Access Coordinator
2019
What this Presentation will Cover:

1. The responsibility we have by law
2. The goal and challenges we encounter
3. DAS process for classroom relocation
4. Buildings/Classrooms that have accessibility issues
5. A few stats/numbers for reference
6. Examples
7. Resources on Campus
8. Q & A at the end
Legal Requirements

- Sections 503 & 504 of the Rehabilitation Act
- The Americans with Disabilities Act (ADA) became law in 1990
The Goal – For OSU to be an *Inclusive Campus*…..part of this is for students to have access to classrooms

- The purpose of DAS is to provide accommodations for students to ensure equal access

- **THE CHALLENGE** - Not *ALL* classrooms are accessible

  **On the plus side.....**

  *Most* OSU buildings with general purpose and department classrooms are accessible and there is a commitment in place to make improvements
**Another Goal at DAS is to minimize the number of classroom relocations as much as possible**

**Proactive Efforts:**

- Increased correspondence with students eligible for classroom relocation – includes coaching with their DAS advisor
- Automatic email sent through our database
- Pull student schedules from CORE Reports
- Stay updated on building renovations/improvements for accessibility
- Partnership with EOA to stay informed of changes on campus:
  - Construction
  - Temporary closures
Accessibility / Universal Design

THE CHALLENGE
THE PROCESS for students to Request Classroom Relocation:

- Have to be registered with DAS
- Have to go through an orientation with their DAS advisor
- Required to request their accommodations each term using our database system

We take it from there....

- The requests are monitored by the Access Coordinator who then starts the process of relocation
- Access Coordinator works with the Scheduling Desk to implement the change if it’s needed
Scheduling Resources Used

▶ **Webviewer:**

▶ **Information this tells us:**
  ▶ Classroom features (e.g. technology attributes, flat floor, lab stations)
  ▶ Accessibility (e.g. wheelchair access, ground floor room)
  ▶ Seating options (fixed or movable, spaced seating)

▶ **Campus Map:**

▶ **Information this tells us:**
  ▶ Accessibility
  ▶ Level Entryway
  ▶ Elevator and to what floors
  ▶ Braille Controls
A Few Factors We Have To Consider

- **Classroom Accessibility**
  - Elevator to that specific floor
  - Fixed/Movable Seating
  - Slope of the Aisles
  - Air Conditioning
  - Automatic door openers
  - Lab (computer/chemistry)
  - Distance between classes
  - Access to shuttle if needed

- **Building Accessibility**
  - Automatic door openers
  - Elevator
  - Air Conditioning
  - Distance Between Classes
  - Access to shuttle if needed
Sample of an Accessibility Challenge....

- Covell 216
  - Fixed seating
  - Tired seating
  - Only 1 spot for a table

The Concerns:
- Limited in rearranging anything
- Can the student climb stairs?
- Only spot for a table is close to the entry door - enough room for a student in a wheelchair?
- Can the student effectively see the board at the front of the class?
- Integration into the classroom so the student is part of the class not sitting separate or isolated
Trouble-Shooting/Getting Creative

Just a few examples........

➢ Class/Lab rearranging:
With instructor cooperation, we’ve rearranged lab setups to incorporate tables students in wheelchairs could fit at for a lab work station.

➢ Gilbert 124 and 224 (pre-renovation):
We assigned a student worker, before & after class, to open a door that was too heavy for one of our students with a disability. Even though the door was at regulation tension, the student could not open it.

➢ Fairbanks:
Complete move of an Art Studio, with all the equipment, from the 3rd floor of Fairbanks to their Annex area to give access to a student who had to have the class for credit requirement.

Other Challenges:
➢ Anatomy & Physiology Lab & Field Trips
Information sent to students eligible for classroom relocation:

- Before requesting a classroom relocation, please review the accessibility of the building/classroom to determine if the space will meet your needs [https://registrar.oregonstate.edu/web-viewer](https://registrar.oregonstate.edu/web-viewer)

- On the right-hand side of the page, scroll down to select the building.

- Click on the building name and all rooms in that building will appear.

- Click on the room number you want to see more information.

- A popup window will appear with information on the feature of the room.

- Scroll down and you will see pictures of the building and when possible, the classroom.
Classrooms with Limited Access

**General Purpose:**
- Dearborn 118 (only back of classroom is accessible)
- Fairbanks 305 (no elevator)
- Gilmore 234 (no elevator)
- Gleeson 200 (only freight elevator)
- Hovland 100 & 202 (no elevator)
- Shepard 101, 106 & 202 (no elevator)

**Non-General Purpose:**
- Fairbanks 204, 208, 212, 304, 314, 315 (no elevator)
- Gleeson 003, 009, 306 & 308 (only freight elevator)
- Graf 202, 208, 210, 214, 302, 303, 306 & 307 (all of the upstairs Graf rooms are connected via sky-bridge to Rogers, but the connection is steep.

  The plan is for Graf to be renovated and the sky-bridges rebuilt. The renovation includes an elevator.

- Langton 200, 300, 301 & 310 (no elevator)
- McAlexander Fieldhouse 209 (ROTC classrooms with no elevator)
- McAlexander Fieldhouse 210, 306 & 307
Numbers/Stats

Students eligible for Classroom Relocation
33

Classroom Relocation Requests this past year
248

Actual number of relocations
14
REMEMBER……..

Out of 248 requests last year….the actual number of relocations was only 14

Our goals here at DAS are:

▶ To minimize relocations as much as possible
▶ Expedite the process as early as possible
▶ Take into consideration ALL factors for the least amount of inconvenience for EVERYONE
Additional Resources on Campus

Equal Opportunity and Access (EOA):
https://eoa.oregonstate.edu/

- https://accessibility.oregonstate.edu/assessment
  - OSU Campus Accessibility Survey and Assessment

“The assessment project, a process that will be ongoing for years, started with a first phase in Spring 2011 that focused on exterior facilities, including:

paths of travel, ramps, parking, transportation, exterior signage, and estimated cost ranges for the improvements recommended.

During future phases, reviews and evaluations will focus on interior building environments, such as building entries, restrooms, classrooms, interior signage and other spaces.”
Questions
What’s New in Scheduling

• New parts of term
  • EXT, 5A, 5B, SUP
  • No more 8## section numbers

• Soon:
  • Website Updates
  • 25Live (Fall 2019)
  • CLSS Scheduling Software (2020)
    • Online course scheduling (not Banner!!!)
    • Visualization tools (section snapper and distribution maps)
    • Rules validation and workflows
    • Coordination across multiple departments (mutual exclusion rules)

• Webviewer Shutdown
  • September 18-19
  • Moving to SaaS (cloud)